



LRNS 60 - Study and Test-Taking Techniques Course Outline

Approval Date: 03/12/2020

Effective Date: 06/08/2020

SECTION A

Unique ID Number CCC000511790

Discipline(s)

Division Language and Developmental Studies

Subject Area Learning Skills

Subject Code LRNS

Course Number 60

Course Title Study and Test-Taking Techniques

TOP Code/SAM Code 4930.14 - Basic Skills, Other / E - Non-Occupational

Rationale for adding this course to the curriculum Updating textbooks and adding DE component.

Units 3

Cross List N/A

Typical Course Weeks 18

Total Instructional Hours

Contact Hours

Lecture 54.00

Lab 0.00

Activity 0.00

Work Experience 0.00

Outside of Class Hours 108.00

Total Contact Hours 54

Total Student Hours 162

Open Entry/Open Exit No

Maximum Enrollment

Grading Option P/NP Only

Distance Education Mode of Instruction On-Campus
Hybrid

Entirely Online
Online with Proctored Exams

SECTION B

General Education Information:

SECTION C

Course Description

Repeatability May be repeated 0 times

Catalog Description Students will learn skills necessary for success in college such as: reading

textbooks; taking lecture notes; studying; taking tests; managing time; becoming familiar with the college resources; and reducing test anxiety. Grading for this class is Pass/No Pass Credit. This class is recommended for students with at least a score in Category 2 in reading.

**Schedule
Description**

SECTION D

Condition on Enrollment

1a. Prerequisite(s)

Minimum of Category 2 score on English placement test, or assessment by the instructor.

1b. Corequisite(s): *None*

1c. Recommended: *None*

I: THINKING AND LEARNING IN COLLEGE

1. Taking Charge of Your College Career

2. Understanding the College System

3. Managing Your Time and Coping with Stress 4. Learning Styles and Teaching Styles

B. Introduction to concentration and memory techniques

II: THINKING SKILLS FOR THE CLASSROOM

1. Communication Skills for the Classroom 2. Note Taking for College Lectures

C. Textbook Reading Techniques

III: TEXTBOOK AND ELECTRONIC READING, LEARNING, AND THINKING 1. Learning from Textbooks 2. Learning Specialized Terminology 3. Developing Multimedia and Digital Literacy 4. Learning and Memory

D.

3. Taking Essay Exams

4. Methods of Instruction:

Activity: -Project based learning -Note taking methodology -College and Career Success - Online test taking applications -Online presentation tools

Field Trips: Course will provide learning opportunities outside of a brick and mortar classroom

Individualized Instruction: Ability to meet with teacher one-on-one, by appointment

Lecture: Asynchronous Instruction

Visiting Lecturers: Guest speakers

Other: Students will have options to tie in their learning goals with work experience or future job interests.

Online Adaptation: Activity, Discussion, Group Work, Individualized Instruction, Journal, Lecture

6. Methods of Evaluation: Describe the general types of evaluations for this course and provide at least two, specific examples.

Typical classroom assessment techniques

Exams/Tests -- Cumulative tests which include objective, fill in, multiple choice, true/false, short answer and essay questions.

Quizzes -- Include fill-in, multiple choice, true/false, short answer and essay questions.

Projects -- Project based learning

Class Participation -- Survey chapters and create questions and answers.

Class Work -- Reading text and handouts.

Home Work -- Assignments from the text

Final Class Performance -- Final test organized notebook

Additional assessment information:

Chapter quizzes, cumulative chapter tests/examinations which include objective, short-answer, and essay questions.

Individual special projects related to techniques included in the course content.

P/NP Only

7. Assignments: State the general types of assignments for this course under the following categories and provide at least two specific examples for each section.

A. Reading Assignments

Reading text

Reading handouts

Read pages and answer the following questions:

How will you manage your time to achieve balance? How will you reduce stress and test anxiety? In what ways will you increase your motivation?

B. Writing Assignments

Survey chapter and create questions and answers.

Paraphrase chapter information.

At least two w/F1 11.04 Tf64 en

